



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

LIBRARY ADVISORY BOARD
Wednesday, September 20, 6:30 p.m., 2023

22560 SW Pine Street, Sherwood City
Hall/Library Community Room

1. CALL TO ORDER

The meeting was called to order at 6:32 p.m. by Chair Sean Garland. New Board members Shruti Pawaskar (High School Rep.), and Marilee Ratliff were introduced.

2. ROLL CALL

Board Members Present: Sean Garland (Chair, attended virtually), Randy Mifflin (Vice Chair), Deb Diers, Amanda Bryan (attended virtually), Sean Garland, Brie Scrivner, Maggi Gerhard, Shruti Pawaskar (High School Rep.), Marilee Ratliff.

Absent: Fritz Kaliszewski (Rural Rep)

City Council Liaison Present— Taylor Giles.

Staff Present: Adrienne Doman Calkins (Library Manager), Crystal Garcia (Librarian II, Secretary).

3. ADJUSTMENTS TO AGENDA—

Collection Development Policy is no longer on hold and will have an update.

4. APPROVAL OF MINUTES

Deb Diers moved to approve the July 19, 2023, minutes. Maggie Gerhard seconded. Motion passed by all members in attendance.

5. CITIZEN COMMENTS—None.

6. OLD BUSINESS

A. Collection Development Policy Update

Adrienne Doman Calkins shared that a Council work session is scheduled to discuss the Collection Development Policy. Doman Calkins will prepare a memo and a presentation prior to the work session. The work session is open to the public and scheduled for October 17th.

B. Strategic Planning and Community Engagement

Youth Services staff are currently reaching out to organizations that work with students with disabilities. The Strategic Planning document is now available to the public and copies are available in the library.

7. LIBRARY UPDATES

A. Annual Report to the State Library of Oregon for FY23-24

Doman Calkins gave an update on Sherwood's annual report that is submitted to the State Library of Oregon. Public library reports are required by law to be submitted to the State annually. Statistics are then reported federally to give a larger picture of libraries nationwide.

B. Banned Books Week

The annual Banned Books Week is October 1-7 this year. This is a nationwide event presented by the American Library Association. Doman Calkins shared that the number of book challenges nationwide nearly doubled from 2021 to 2022. Sherwood has not received any challenges, but the library does have a challenge process should a challenge be received. The Washington County Board of Commissioners meeting coming up includes a Banned Books Week proclamation. Doman Calkins read the Washington County proclamation.

C. Request for Reconsideration Form and Scoring Matrix Preview

Doman Calkins reviewed the updated Request for Reconsideration form that is part of a book challenge process. The scoring matrix to be used by a potential Request for Reconsideration Committee was also reviewed. Both reflect the proposed policy and may be edited to match the final approved version of the policy.

8. NEW BUSINESS

A. Charter Review Committee

Dier moved to approve Sean Garland as our nomination to represent the Library Advisory Board on the Charter Review Committee. Gerhard seconded. The motion was approved unanimously. Diers will consider applying for an at-large position on the Charter Committee.

9. COUNCIL LIAISON REPORT

Councilor Giles shared the following:

- He is working to support the Collection Development Policy and move the process forward.
- Gerhard, Dier, Fritz Kaliszewski, Amanda Bryan, and Councilor Giles are working on the bylaws for the new Library Foundation. Doman Calkins shared that she will be meeting with Tommy Sherwood, a local community member who does pro bono investment work for non-profits and library foundations, on September 21st.

10. ADJOURN

Chair Garland adjourned the meeting at 7:58 p.m. The next meeting will be on Wednesday, October 18, at 6:30 p.m.

Minutes submitted by Crystal Garcia.

Approved on _____
Date

Chair or transcriptionist Signature